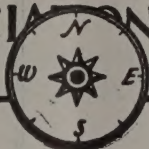


The COMPASS

AMERICAN ASSOCIATION OF SOCIAL WORKERS



June 1938

SCHOOL OF SOCIAL WORK
University of Illinois
Navy Pier, CHICAGO

DELEGATE CONFERENCE NUMBER

Volume XIX Number 9

WELCOME DELEGATES!

VIA WESTERN UNION

JUNE 6, 1938

AMERICAN ASSOCIATION OF SOCIAL WORKERS

130 EAST 22ND STREET
NEW YORK, N. Y.

WASHINGTON STATE CHAPTER AASW
EXTENDS CORDIAL GREETINGS TO ALL
DELEGATE MEMBERS OF THE ASSOCIA-
TION AS SEATTLE PREPARES TO ACT
AS HOSTS FOR THE 1938 DELEGATE
CONFERENCE AND THE NATIONAL
CONFERENCE OF SOCIAL WORK. FOR
US IT WILL MEAN GREAT STIMULUS
INSPIRATION AND WIDER VISION TO
HAVE YOU HERE. FOR YOU WE HOPE
IT WILL MEAN MANY THRILLS OVER
OUR EXCITING PACIFIC NORTHWEST
SCENERY AND SUBSTANTIAL PROG-
RESS IN PLOTTING THE DEVELOP-
MENT OF OUR PROFESSIONAL SOCIETY.
WE ARE LOOKING FORWARD EAGERLY
TO YOUR ARRIVAL.

WESLEY F. RENNIE, CHAIRMAN
WASHINGTON STATE CHAPTER

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THE COMPASS

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1938 Delegate Conference—Seattle, Washington, June 24-25

PROGRAM

FRIDAY, JUNE 24

Morning Session—10:00 A.M.

Olympic Hotel Spanish Ballroom

PRESIDENT'S ADDRESS *Linton B. Swift*

Organization of Conference

Report of Committee on Conference Program—*Peter Kasius*

Report of Committee on Chapter Organization and Programs

Report of Committee on Structure and Participation—*Conrad Van Hyning,*
Chairman

Report of Executive Committee

Afternoon Session—2:00 P.M.

Olympic Hotel Spanish Ballroom

Discussion of Reports Presented at Morning Session

Evening Session—7:30 P.M.

Olympic Hotel Spanish Ballroom

Division on Government and Social Work

Discussion of the Association's Official Position in Respect to Governmental
Employment, Social Insurance and Assistance Programs

SATURDAY, JUNE 25

Morning Session—10:00 A.M.

Olympic Hotel Spanish Ballroom

Open Forum Discussion: Professional Education and Standards—Based on
Report Material from Divisions and Committees

Paper: PROFESSIONAL STRENGTHS AND THEIR ATTAINMENT—*A. Delafield*
Smith, of the office of the General Counsel, Social Security Board

Afternoon Session—2:00 P.M.

Olympic Hotel Spanish Ballroom

Administrative Session

Report of Resolutions Committee

No Saturday evening session has been scheduled by the Conference Committee. However, if the conference body so elects, a session may be scheduled to dispose of any unfinished business before the conference.

RULES OF THE CONFERENCE

THE following rules of order drawn up by the Committee on Conference Program and approved by the Executive Committee will be presented to the Conference at its opening for approval. In submitting the rules of order the Committee points out that the intent is to preserve more order in discussion and action rather than to limit in any way the subjects which the Conference wishes to initiate. It was generally agreed that any restrictions on the Conference would need Conference agreement, but that in the interest of efficient administration of the Association an attempt should be made to have full consideration of material which committees, etc., have been working over, and not to have those replaced on the agenda by individual suggestions. However, opportunity will be provided for such suggestions to be discussed in connection with whatever committee reports they pertain to.

Proposed Rules of the Conference

1. That Roberts' RULES OF ORDER be adopted as governing Conference sessions.
2. That a Resolutions Committee be appointed by the Executive Committee from the conference membership prior to the Conference; to consider all resolutions or motions, and to report to the Conference with its recommendations as to whether such resolutions should be voted on by the Conference or referred to the appropriate committees.
3. That all motions and resolutions should be in writing in the hands of the Chairman in order to be considered.
4. That no delegate shall be able to cast more than one delegate vote. This will make it impossible for a member who is serving one chapter as a delegate to serve another in the same capacity. It will also eliminate "unit" voting, by which any delegate was previously entitled to vote for the full chapter delegation.
5. That each chapter be responsible for listing with the Conference secretary the names of authorized delegate or delegates, and be responsible also for any substitution of alternates prior to the opening of any session at which a vote is taken.
6. That the outlined program of sessions shall be carried out according to schedule so that the various subjects will be assured of time proposed; and that the President as the general presiding officer of the Conference has authority to bring to a close any program running beyond its scheduled time.

PETER KASIUŠ, *Chairman*
ROBERT BEASLEY
MRS. IRENE CONRAD
MRS. EDWINA LEWIS
ROSE PORTER
ESTHER TWENTE
ELIZABETH DEXTER
MRS. ELINOR HIXENBAUGH
C. WHIT PFEIFFER
REUBEN RESNIK
CLARE TOUSLEY

The Compass Grows

Now in Its Nineteenth Year. Began as a Four-Page News Letter.

A glance back through the files of *THE COMPASS* reveals more than anything else the rapid growth and development of the Association since its inception as a professional organization. *THE COMPASS* first saw the light of day in the month of December, 1920, as a four-page mimeographed news letter under the banner of the National Social Workers' Exchange, which organization later changed its name (June, 1921) to the American Association of Social Workers.

There are probably few members of the Association today who remember why the compass (which has a maritime connotation) was chosen as the title for the publication and there may be some who wonder even now why the publication of an association of social workers carries a seagoing insignia on its masthead. Research reveals that the title was selected when someone (the record fails to reveal who) pointed out that the initial letters of the National Social Workers' Exchange and the points of a mariner's compass (NSWE) were the same.

First Issue

The first issue was printed on blue paper, approximately $10\frac{1}{2} \times 7\frac{1}{2}$ inches, and carried as its number one article the following introduction:

"With high hopes and sincere modesty we introduce ourselves. We are launched, we suspect, upon a voyage of discovery and our faith is in 'The Compass.' For social workers and by social workers—to make our National Social Workers' Exchange an exchange in the true sense of the word! An exchange of ideas, of information and of common experience! This, simply, is our purpose. 'The Compass' will come monthly; it will tell you what the Exchange is doing; it will tell other members what you are doing. We hope that it will grow, and above all that it may have your interest, support and cooperation."

The second issue, also on blue paper and dated February, 1921, was printed rather than mimeographed, however, and included news of organizational activity in Chicago, Baltimore, Cleveland and Pittsburgh, an account of Joanna Colcord's work in the Virgin Islands and a call for one hundred social workers to serve under Homer Folks and a "Mr. Hoover," who were to direct American relief work in Central Europe.

From Blue to Buff

The first advertisement appeared in *THE COMPASS* in Vol. III, No. 4, of April, 1923,

calling attention to a booklet "Social Work: An Outline of Its Professional Aspects," 25 cents a copy, published by the Association. Blue remained a standard paper color until June, 1923, when a buff paper edition, printed with brown ink, appeared. The buff paper remained as a standard until March, 1927, but the brown ink was soon replaced by black.

The standard four-page edition continued without change until the November, 1923 issue, when an eight-page issue appeared. During 1924, eight-page issues became more common, under the editorship of Mildred Graham who came on the staff from the Norfolk Community Fund as assistant secretary in charge of publicity and extension work. In June of that year a sixteen-page edition appeared which featured a comprehensive progress report by Philip Klein, then the executive secretary.

From 1924 until 1932 the size of editions varied from six to eight pages but appeared consistently eleven months each year. The real growth of *THE COMPASS* began in 1933 when ten-page issues became more common, increasing to twelve and fourteen pages the following year. This growth was continued through 1934 and 1935 as editions reached twenty pages. In 1936 and 1937 the first twenty-four, twenty-eight and thirty-two page issues appeared.

Change in Content

This growth of *THE COMPASS* in size has been paralleled with a growth and development within the covers in make-up and content. During the early formative years of the Association, *THE COMPASS* was primarily a news bulletin which kept members informed of personnel changes, accounts of organizational activity and personal notes. This policy underwent a gradual change as the Association developed. Articles of professional interest began to appear more frequently as the columns of *THE COMPASS* became a forum for discussions of practice, philosophy and techniques. Through its formative years until the present date, however, those responsible for direction of *THE COMPASS* have attempted to carry out its original purpose of supplying the means for "an exchange of ideas, information and common experience."

Southeastern Regional Meeting

Eight Chapters Participated in Two-Day Session at Montgomery, Ala., April 30-May 1

Reports of social work activities in eight southeastern states, papers by Elizabeth Wisner, Florence Sytz, Walter West and Donald S. Howard were the highlights of a two-day session of southern chapters in Montgomery, Alabama, April 30-May 1. Meetings were held at the Jefferson Davis Hotel and presided over by Florence Adams, Elizabeth Allen, Phyllis W. Francis and F. F. Newcomb.

Reports from Alabama, Louisiana, Tennessee, Georgia, South Carolina, North Carolina, Virginia and Texas descriptive of public and private agency activity, programs, problems and the part played by Association members in those areas, laid the basis for a discussion of local problems and their relation to national programs. Donald S. Howard, of the Russell Sage Foundation, acting as discussant, summed up the situation by declaring that "from the recital of details presented, it would appear that with few exceptions, notably a lack of broad assistance programs and a paucity of funds, the problems faced by southern social workers are quite like the problems faced by social workers throughout the country."

Elizabeth Wisner, speaking on "Merit Systems and Evaluation of Practices," pointed out the dangers of perpetuating a low level of competence through civil service, the need for social workers to participate in setting up job classifications, establishing qualifications for candidates and aiding in the examination procedure both written and oral, whenever possible.

Walter West, in discussing the Association program and the value of standards, recalled that in the early days of the profession a person was judged by the kind of agency in which he was employed. "Now," he said, "an agency is judged by the qualifications of the personnel employed."

During the Sunday morning session on Chapter Organization and Program, Florence Sytz, of Tulane University, discussed the possibility of the dilution of standards that might follow through a modification of membership requirements. A discussion of interpretation led by Mr. West and a summarization of preceding sessions concluded the meeting.

Following the conference, a committee composed of Miss Martha Bonham, South Carolina, chairman, Miss Chloris Kellum, North Carolina, Miss Ada Barker, Georgia, Mrs. Phyllis Francis, Alabama, was appointed to consider future conferences.

Professional Standards in Personnel Administration

The Civil Service Assembly has recently appointed a committee composed of Dr. Charles P. Messick, Dr. Clarence A. Dykstra and Dr. Leonard D. White to establish appropriate professional standards for those engaged in public personnel administration. Three grades are contemplated in the field: 1. Junior in Public Personnel Administration; 2. Associate in Public Personnel Administration; and 3. Fellow in Public Personnel Administration. The plan provides for the issuance of certificates of professional competence to active and affiliate members of the Assembly who meet the standards adopted and the preparation of a code of ethics for those engaged in the field.

New Chapter Admitted

A new chapter, henceforth to be known as the Southern Tier Chapter, which will have jurisdiction in Broome, Tioga, Chemung, Tompkins, Steuben, Schuyler and Allegany counties in the southwest section of upper New York state, came into the Association on May 14th by action of the Ad Interim Committee. The admission of the Southern Tier Chapter brings the total number of chapters to 84. Officers of the new chapter are: Ruth Winkley, Binghamton, Chairman; Mrs. Jane Watson, Elmira, Vice-chairman; Miss Evelyn Perry, Ithaca, Secretary.

GEORGIA CHAPTER HOLDS ANNUAL MEETING

*Louisa de B. FitzSimons New
Chapter Chairman*

THE Georgia chapter of the American Association of Social Workers held its annual meeting on Tuesday, April 5, 1938, in Macon, Georgia. In 1937 the Constitution was amended to provide for the annual meeting in April to permit the incoming chairman to organize her committees prior to the suspension of meetings for the summer months and with the possibility of the chapter meeting being held at the time of the Conference of Social Work. This permits a large number of members not living in Atlanta to participate in the annual session.

The Government and Social Work, Personnel Standards and Housing Committees gave a summary of their work during the year. The Government and Social Work Committee had been responsible for two regular monthly meetings in one of which there was a panel discussion of the reorganization of federal government services and in the other a presentation of the local and state relief situation. The outcome of the latter meeting was the appointment of a special committee to publicize the serious relief situation in Atlanta and Fulton counties.

The Personnel Standards Committee assumed responsibility for one regular meeting, at which time training programs for workers in state and county Departments of Public Welfare were presented. This committee had also prepared a statement setting forth a general policy of selecting social workers to be used by a community-wide committee working on a state civil service bill.

The Housing Committee, recently organized, is developing a study of accomplishments in public housing in the state and of needs for better housing.

The Employment Practices Committee had responsibility for the May meeting of the chapter.

After the election of officers in which Miss Louisa de B. FitzSimons became chairman, Miss Florence Sytz, Associate Professor of Social Casework, was introduced. Miss Sytz had come to Macon to present a paper on the subject of Personnel Resources for Social Welfare before the State Conference of Social

Work on the following morning. Miss Sytz led a discussion on social action in which the membership generally participated. The discussion centered around two points; the first—whether or not a person could act as a member of chapter organization apart from consideration of his remunerative position, particularly where that was of a public nature and the crises on which he was acting represented a difficult public relief situation. The relative weight of private and public workers in such controversies was also discussed, together with which group had more freedom of action.

Other items of current business were discussed, after which the meeting adjourned, with a motion charging the special relief committee to continue its study and promotion of publicity on the local relief situation and to extend its activity to other urban centers in the state.

Facts About the Association

During 1937 the membership division handled and acted on 1359 applications for membership, 1069 of which were accepted after the usual study of scholastic record, field experience, etc. Of the balance, 163 were rejected and 127 held over for further consideration.

Some idea of the volume of mail handled by the national office may be had when one considers that in 1937 approximately 31,000 separate pieces of incoming mail were handled while 66,080 pieces of outgoing mail were dispatched—this is an average of about 326 mailing pieces per working day. This does not include mailing *The Compass* which involves addressing 11,000 mailing wrappers each month during the year.

Collecting national and local dues from the Association's ten thousand and more members requires a rather lengthy routine necessitated by the fact that approximately only about one-third of the membership remits in response to the initial notice. A tabulation of payments during the last quarter revealed that:

38% paid in response to the first notice
23.3% paid in response to the second notice
12.3% paid in response to the third notice
20.2% paid in response to the fourth notice

The balance were either dropped from membership, resigned or were granted an extension of time.

Arkansas Chapter Wins Legal Action

Chapter Contention Upheld by Supreme Court on Matter of Civil Service Appointment

THE Arkansas chapter has won a signal victory for merit appointment affecting 300 positions in county units of the State Department of Public Welfare as the result of a test action (See February COMPASS, page 4) instituted in behalf of Mrs. W. A. Moore, former director of Dallas County who was passed over for appointment by the state board despite having successfully passed a civil service examination for the position.

A unanimous decision handed down by the Arkansas Supreme Court on May 16 upheld the contention of the Arkansas chapter that "county welfare directors are state employees and as such are subject to the provisions of the civil service act" enacted by the 1937 legislature. The action which resulted in the decision was instituted when Miss Ruth Elizabeth Buzbee, whose name was not on the eligible list, was appointed Dallas county welfare director on the strength of a ruling by the attorney general that "county directors were not state employees."

Chapter Position

At the time the action was begun the Arkansas chapter issued a statement saying:

"The suit is a friendly one to get an interpretation of our Public Welfare law. As social workers we are profoundly alive to the hardship and human suffering which would certainly attend the withdrawal of Federal funds, should Arkansas fail to carry out the program already approved by Washington authorities. The Arkansas Welfare law has been widely publicized throughout the nation as a model and this favorable publicity has been given the state by people outside the state who were sure that the law establishes standards of administration.

"The chapter is an organization of professional social workers and is the logical group to ask the court for an interpretation of the act. The very purpose of professional organizations, whether medicine, law, architecture or social work, is to protect the public by requiring that persons offering for service be qualified

under the law to render it competently. There have been conflicting opinions on our Welfare Act, and we are seeking this interpretation in the interest of the public purse which contributes huge sums and in the interest of the client who receives his part, however small.

"If the act does not set professional standards, and anyone, however uninformed and inexperienced, may be allowed to tinker with human personality, the public should know that fact, and be in a position to take such action as it may desire, through its elected representatives in the legislature, to correct the condition. If, on the other hand, the law does provide for administration by qualified personnel, it should be enforced.

"We believe that every right-minded official, whether in county or state, connected with the whole situation, will welcome the clarification of a court decision, and hence we are seeking through this friendly suit the information which will assist all concerned to intelligent handling of this tremendous problem."

Upheld in Lower Court

The chapter position was subsequently upheld in Chancery Court. An appeal was taken to the State Supreme Court where the ruling of the lower court was upheld. The *Arkansas Gazette* in reporting the verdict said: "Civil service proponents said the high court's decision was a milestone on the road to permanent establishment of the merit system in Arkansas state government."

TO JOIN NATIONAL STAFF

Mrs. Elisabeth Parker Mills, now a member of the casework staff of the Charity Organization Society of New York, will join the staff of the national office in September. Mrs. Mills has a Master's degree from the School of Social Service Administration, Chicago University. She has been an active member of several Association chapter committees. Last year she served as secretary of the Housing Committee.

Background Material for 1938 Delegate Conference

The following summary reports of Division and Committee Activity which begin on page 10 and the Report of the Special Committee on Structure and Participation, included in the Special Supplement to this issue of THE COMPASS, are designed for use as background material for the 1938 Delegate Conference.

The summary reports herein indicate the wide range of activity indulged in by the various standing Divisions and Committees during the year 1937-38. The report of the Special Committee, included in the Supplement, takes cognizance of this activity in discussing Association policies and procedures. Together, the various summary reports, reports of special committees and the action of the Executive Committee in respect to the Special Committee report, give a picture of the total Association activity for the period.

In addition to the reports included in this issue and the special supplement the following material has been sent to Chapters and all accredited Delegates.

1. A 65 page report entitled, "*National Organization and Activities.*" This report includes a detailed description of Committee assignments, function and make-up, staff duties and national office operations and an analysis of association finances and budget control.
2. The complete Report of the Committee on Chapter Organization and Programs on Chapter Budgets and Administration.
3. The supplementary Report of the Committee on Chapter Organization and Programs dealing with special requests from Chapters.

This material and the reports herewith give a graphic picture of Association structure, program, activities and operation. In addition to the use made of it by delegates in preparation for participation in the Delegate Conference, Chapters should find these reports useful as a basis for Chapter discussion of the total effort of the Association as reflected by committee activity, administrative operation and finances.

Division on Employment Practices 1937-38

Wide Range of Activity Noted

Herewith is an abstract of the report of the Division on Employment Practices. The complete report of Lillian H. Adler, chairman of the division and the full reports of the various sub-committees of the division will be printed in a forthcoming issue of THE COMPASS.

In June 1937, 19 members of the Association, representing 16 geographical areas, were appointed to serve on the Division. Three meetings were held in Chicago on the following dates: November 10 and 11, 1937; February 2 and 3, 1938, and May 6 and 7, 1938. The first meeting was attended by the entire committee; two members were unable to attend the second meeting; and one was absent from the third. The Executive Secretary of the AASW attended the first two meetings and one day of the third.

Review of the Assignment. The first meeting was devoted largely to orientating the members to the purpose and function of the Division, since all but three were new appointees. In considering the concern of the AASW with employment practices in social work, attention was drawn to the following excerpts from a statement published in THE COMPASS of January 1935:¹

"The Association interprets its function in the field of employment practices as being the promotion of those working conditions which will enhance to the greatest extent the quality of service. . . . The AASW is also interested in employment practices because they affect the welfare of practitioners and because they relate to social workers' concerns in the problems of living and working standards. . . . The Association, through its Division on Employment Practices, proposes to define the criteria, values, and standards of adequate employment practices."

The original assignment to the Division from the Executive Committee and its relationship to the National program were reviewed as a background for the present committee's work.

¹ Employment Practices in Social Work. (An abstract of the bearing of employment practices on development of social work and progress of the AASW activities in this area, drafted by A. G. Winters, Secretary of the Division.)

The Division is charged generally with "the formulation and development of the Association's policy regarding the relation of employment practices to standards of personnel in social work." Specific charges include: gathering data on employment practices, disseminating such data through chapters, agencies, and by publication in THE COMPASS, cooperating with agency and chapter employment practice programs, consideration of an Association Standard of Employment Practices, formulation of a plan for research on the subject of employment conditions in social work; study and revision of the Association's method of dealing with factors in social work which hamper or prevent effective professional performance, and with grievance situations.

The charge to consider an Association Standard of Employment Practices was carried out by the last Division through the publication of the AASW Statement about Standard Employment Practices in Social Work, which was approved by the Delegate Conference in February 1937.

"The principles and specific features of the statement are predicated on the belief: that the professional quality of social work should be protected by good employment practices; that selection and maintenance of personnel on the basis of competence should be supported by a continuous policy of mutually understood procedures of personnel management; that the contractual nature of conditions of employment is essential to employer and employee in good management of subsequent circumstances; that the degree to which individual capacity can develop among social workers as among other professional practitioners requires that certain safeguards be erected against external factors which might interfere with advancement of knowledge out of practice; that the setting up of policies to protect the professional practice of their field is the proper function of the professional body of social workers rather than the sole prerogative of individual or corporate employer."¹

Use of the Statement. It seemed logical for the new Division to concentrate its efforts on the promotion of this Statement through further definition and study of its formulations and to pass on its thinking to the general membership through circulation of its minutes and reports and through publication in THE COMPASS.

¹ AASW—Discussion Material D-31, sent to Chapter chairmen 1-7-37.

The national office had been keeping track of the requests for copies of the Statement and of communications regarding the use made of it. These indicated considerable variation in approach and emphasized the need for redefining the purpose of the Statement; that it was intended to be used as a measuring rod rather than a didactic pronouncement of what employment practices in the social work field should be.

Since the Statement was issued, more agencies outside of the Association have picked it up and used it than have the chapters. This may be due to the fact that the Statement has not been very actively followed up. The new Division, therefore, appointed a sub-committee to work out a plan for further promotion of the use of the Statement.

Studies. The Division recognizes the need for fuller understanding of the principles set forth in the Statement before it can intelligently interpret and promote them. Very little material is available which can be used to implement the principles set forth and which would add to our general knowledge in this field. The national office makes available such material as comes to it, but is unable to keep up with requests for a more comprehensive analysis of specific recommendations. A Chicago committee is assembling an annotated bibliography for each section of the Statement. This should further serve to bridge the gap between the principles set forth and the dearth of supporting argument and discussion.

Studies of Employment Practices. Among the specific charges given the Division on Employment Practices were "the gathering of data on employment practices and disseminating such data," and the "formulation of a plan for research on the subject of employment conditions in social work." In fulfilling these charges, the Division in 1938 has collected information on studies relating to employment practices which have recently been made or which are in progress. Four of these studies were presented at meetings of the Division, the Division being interested both in the method used in the studies and in the findings. A summary of these studies was prepared by the Division for the March issue of THE COMPASS.

Other studies in progress of which the Division is aware include a study of employment practices which is being made by the Richmond, Virginia, Chapter with particular emphasis on personnel evaluations; a study on employment practices now in progress by

the Nebraska Chapter and the employment practices study which is being carried on by the Indianapolis Chapter. Two studies in Chicago are also of interest to the committee. The first is a follow-up study by a committee of the Chicago Chapter on the study of employment practices which was made by the Council of Social Agencies as of December 1936. The second is a study of Salaries and Professional Qualifications of Workers in the Group Work Field in Chicago, being made by Leah Milkman as the basis for a Master's Thesis.

The Division has assumed the responsibility both of being informed regarding employment practices studies that are in process and of obtaining copies of questionnaires, and schedules which are being used in the studies. Such questionnaires and schedules will be sent to the national office where chapters or local groups wishing to make similar studies may obtain copies.

Division Studies and Discussions of Employment Practices. Members of the Division have assumed responsibility for studies and discussions concerning Workmen's Compensation, Retirement, Sick and Maternity Leave, Provisions for Hearing Grievances, Practices Affecting Stability of Staff, and Vacations.

Workmen's Compensation. Miss Frieda Romalis of St. Louis, chairman of the Division's sub-committee on Workmen's Compensation, has presented progress reports at the last two sessions of the Division. Questionnaires have been sent to agencies included in the study to determine whether or not the agency accepts or rejects the workmen's compensation law within the state and where it is rejected what substitute is offered for it.

The Division agreed with the sub-committee that a study of Workmen's Compensation Acts and court decisions relating to social agencies was an essential corollary to the study and voted to approach the School of Social Service Administration of the University of Chicago with this problem to find out whether someone in the School might be available to make such a study.

Retirement Allowances. The sub-committee on Retirement Plans of the Division on Employment Practices was appointed in the fall of 1937 to outline the general principles regarding retirement plans and to promote generally the adoption of retirement plans in private social agencies. It was felt by the division that whereas the division had

previously given consideration to the matter resulting in the paper entitled "Retirement Planning in Private Social Agencies" read at the AASW meeting in Indianapolis which was printed in THE COMPASS (June 1937), further exploration and promotion of the issue was needed at this time.

This sub-committee has drawn up a set of tentative provisions for consideration by agencies or groups of agencies considering retirement plans.

Problems of Sick Leave and Maternity Leave. There has been considerable diversity of opinion concerning the validity of the sections on Sick Leave and Maternity Leave, as presented in the Association's Statement on Standard Employment Practices. Marion Russell, of Chicago, presented some of the controversial questions arising out of these issues at the May Division meeting. Her report is in no sense final but offers evidence of the need for careful study of the principles we have enunciated.

The material presented was brought in as a part of the work done by a sub-committee of the Committee on Personnel Practices of the Chicago chapter, and the concepts embodied in the report were drawn from the material collected by the sub-committee and from the thinking of that group as expressed in relation to the questions on these types of leave. As presented the material was intended to be a report which included statistical data and did not involve judgments, and the second, a presentation of such proposals as the sub-committee had submitted, not as final convictions, but rather as suggestions which might promote wider discussion and more intelligent consideration of these two items in personnel practices.

Grievance Procedure. The Association recognizes certain inadequacies of its grievance procedure as outlined in the July 1935, COMPASS, under the title, "Tentative Procedure in Case of Controversy." The Division is interested in further study of this machinery and devoted several sessions in discussion of it using the experiences of various chapters in the handling of complaints as a basis. Most of these complaints concerned methods of dismissal.

Practices Affecting Stability of Staff. The discussion of practices affecting stability of staff grew out of an inquiry from a member of the faculty of a school of social work who requested that the Division consider certain problems relating to the referral by the

school of ex-students to positions which needed to be filled.

Vacations. The AASW Statement on Employment Practices states in Section 13, "A definite period of vacation with pay should be part of the remuneration for service performed and is due the employee whether he leaves the agency or continues in its employ." The Division has begun discussion of the questions involved in this philosophy: Do we all agree with it? Has it been accepted in agencies represented on the Division? Does industry give vacations on this basis? Do you think it should? Do we believe in the same length of vacations for both clerical and professional staff?

Influence of the Division. Excerpts from letters received from Division members bear witness to the fact that participation has brought about a growing concern about employment practices in social work and has affected the thinking of agencies and communities, has stimulated chapters and given impetus for leadership to individual members.

Recommendations to the Executive Committee. Members of the Division are convinced that the Association's emphasis on employment practices is important to social work and renders a new service to chapters. We hope, therefore, that in planning the total program of the Association for next year consideration be given to the following recommendations:

1. That the Division on Employment practices be continued;
2. That a proportion of the present membership be re-appointed in order that a measure of continuity in the program may be assured;
3. That the policy begun last year of increasing representation of the total membership be continued and that the meetings again be held in some Middle West center easily accessible to the majority of Division members.

The Division further recommends that the following Division reports be released to chapters through publication in The Compass or by the circulation of mimeographed copies:

- a. Report of the sub-committee on Retirement Allowances;
- b. Report of the analysis of the findings on Sick and Maternity Leave, including the Bibliography.

Division on Government and Social Work

Summary of Activities During 1937-38

A NATIONAL survey of relief conditions, two full division meetings, participation in two regional chapter meetings and the formulation of the Association Position in Respect to Governmental Employment, Assistance and Social Insurance Programs were the highlights of the 1937-1938 program of the Division on Government and Social Work.

Following the selection of Dorothy Kahn as division chairman and the appointment of division members, the first meeting of the division was scheduled for December 12 at the Wardman Park Hotel, Washington, D. C. A program of action adopted at this session included plans for:

1. A national survey of relief needs.
2. An immediate restatement of the AASW position in respect to federal employment and relief programs.
3. Participation by the division in regional chapter meetings concerned with local problems.
4. A late winter meeting of the Division.
5. Further investigation of commercial credit organizations in the relief field.
6. Continuance of staff service to chapters requesting assistance on specific projects. (COMPASS, January 1938, page 23.)

Division members also heard reports of staff activity in connection with the efforts of the Chicago chapter to focus attention on unmet relief needs and an impending crisis in public relief in that area (COMPASS, January 1938, page 20, Chicago Spotlights a Crisis) and a preliminary account of the activities of a commercial credit concern in the relief field in Cleveland and Toledo.

Following this session a preliminary statement of actual relief conditions, as reported by division members, was prepared for THE COMPASS (February 1938, page 6, The Current Relief Situation) together with a series of recommendations for immediate and long-time action. These included:

Immediate Action

1. Increased appropriations for WPA immediately to provide work relief for as many needy able-bodied persons as can be assigned to useful work projects.
2. Immediate appropriation and allocation of federal funds to states for general assistance on a grant-in-aid basis to provide relief to those unable to secure WPA placement because of quota restrictions.
3. Immediate provision for uniform grants to states on a 50-50 basis for all types

of assistance now available under the Social Security Act.

Secondary Action

1. Planning whereby the present WPA program can be liquidated and replaced by a real federal public works program, divorced from relief, offering genuine jobs at going wage rates.
2. Strengthening of the Federal Employment Service so that it can function as an employment finding and placement agency and better serve the unemployment insurance and relief services.
3. Extension of unemployment and old-age insurance under the Social Security Act to groups not now eligible for such benefits.
4. The appointment of a commission of outstanding citizens empowered to engage a staff of technical experts to conduct a thorough study of all phases of unemployment and need for relief to the end that a long-time, realistic relief program may be formulated and presented to Congress for action.

Following the December session, material bearing on the type and results of investigations made by commercial credit firms, which had been collected by the staff, was made available to all chapters. This data, which included a reprint of a Cleveland press article describing the methods and results of such a quiz in Cleveland, was reported by several chapters as extremely valuable, particularly in areas where agitation for "purges of relief rolls" had been instigated as a result of circularization by credit organizations seeking contracts to investigate relief rolls. Material gathered as a result of an inquiry into the background, methods, staff, etc., of the commercial credit organization active in this respect indicated that the results obtained did not justify the costs and that methods used by credit investigators were open to serious question.

On the basis of plans outlined at the December meeting, a questionnaire on local relief needs was sent to all chapters on Janu-

ary 15 and the information supplied by chapters digested and organized by the staff to form the basis for *A Survey of the Current Relief Situation in Forty-Three Representative Areas in Twenty-Eight States of the United States*, which was issued by the national office on March 21, 1938.

Copies of this survey, together with a newspaper release, were sent to more than 300 newspapers, news services and periodicals. Copies also were sent to all members of the United States House of Representatives and Senate with a personalized letter calling attention to the facts presented. The Special Senate Committee to Investigate Unemployment and Relief (the Byrnes Committee) made the survey part of the record of the committee. The survey received wide publicity in newspapers throughout the country and was the basis for special treatment in the magazine *Life* and *The New Republic*. More than 1500 copies were distributed to various sources. (A complete report of the distribution of this material is included in a "Report of Activity and Distribution of Material in Connection with the Survey of Relief" in the files of the national office.)

The publication of the findings of this survey focused attention on local area conditions, giving chapters an opportunity to follow up the general report with more specific material. Several chapters commented on the fact that this kind of local reflection of national program activity aids in establishing status for chapters and secures recognition of local groups as partners in a national enterprise. The widespread use of the survey in the press and published comments also indicated a recognition of the Association as a valid spokesman on the subject of relief needs and the acceptance of Association findings as competent and unbiased.

On March 18, Dorothy Kahn, division chairman, and Walter West, Association executive secretary, as representatives of the division, attended and spoke at a conference of New England chapters in Boston, Mass. Representatives from four Massachusetts chapters (Boston, Northeastern Mass., Worcester, Western Mass.), the Connecticut and Rhode Island chapters and members from non-chapter territory in Maine, New Hampshire and Vermont attended the session. (COMPASS, March 1938, page 16.)

Meeting in Washington on March 26 and 27, the full division, with invited guests representing various organizations, federal bureaus and departments, sat down for a two-day discussion of the current situation in the field of unemployment, social insurance,

governmental assistance and employment and farm security, which included presentations by representatives of the Social Security Board, the Children's Bureau, Farm Security Administration, the Public Health Service, the Works Progress Administration and other governmental agencies (COMPASS, April 1938, page 22). As a result of these discussions, the division drafted a restatement of the Position of the Association in Respect to Governmental Employment, Social Insurance and Assistance Programs (COMPASS, May 1938, page 22).

A committee representing the division called at the White House executive offices following the meeting to present a statement to James Roosevelt and later conferred with members and staff of the Social Security Board. Copies of the statement were released to newspapers and later set up in a four-page folder for general distribution to chapters, editors, members of the House and Senate, etc.

Principal recommendations included in the statement were:

The creation of a federal employment authority with broad powers to inaugurate a flexible work program.

The establishment of national training and retraining programs.

The strengthening of the public employment services.

A system of federal grants-in-aid to states for general assistance.

The extension of social security provisions to include groups now excluded.

A broadening of the national health program.

The simplification of unemployment compensation legislation.

The grouping of related services in the federal administrative structure.

The selection of personnel by federal, state and local governments through a merit system.

The appointment of a federal non-partisan commission to undertake a thorough study of the whole problem of unemployment and relief.

Walter West, Helen Crosby and Donald Howard, representing the division, attended and participated in the program of a regional meeting of southeastern chapters at Montgomery, Alabama, April 30-May 1, which featured a discussion of southern programs and problems.

The delegate conference meeting on Friday, June 24, at which division representatives will sum up to that point and open the meeting for a discussion of next steps, will round out the year's program.

A Supplementary Report of Activities

Sub-Committee on Personnel Standards in
Public Welfare Brings Report Up to Date

HEREWITH is an outline of the activities of the Special Sub-Committee on Personnel Standards in Public Welfare prepared by Robert T. Lansdale, director of the project, to supplement the sub-committee report submitted to the executive committee (See THE COMPASS, May 1938, p. 8). In that report, Mr. Lansdale, who was engaged as a part-time staff member to direct this special branch of activity, reported on the results of conferences and meetings with representatives of other agencies, officials and committee members. In concluding the report a recommendation was made that the sub-committee be continued for the coming year to carry on and extend the program.

Following is a detailed statement of sub-committee activity to date:

1. Arrangement of all civil service announcements which had accumulated in the national office according to fields of public welfare and related areas. Establishment of a permanent filing system to group these and subsequent announcements so that they will be readily available for future use.
2. Enlarging the list of personnel agencies from which the national office will receive announcements (still in process).
3. Several bibliographies of current personnel material have been compiled for the use of chapters and individual members.
4. Inquiries for information about 15 individuals were answered. Most of these inquirers wrote in behalf of chapter committees.
5. Personnel consultation on personnel matters with representatives of the following chapters: District of Columbia, New Jersey and New York City.
6. Preparation of a detailed set of data on personnel standards for the Cleveland chapter.
7. Preliminary overtures for joint projects with the American Association of Medical Social Workers and the American Association of Psychiatric Social Workers.
8. Two conferences with officials of the Social Security Board concerning data which will be available from that agency. As a result, copies of three Social Security Board manuals have been added to the material in the national office.
9. One conference with an official of the Farm Security Administration regarding personnel requirements of that agency.
10. One informal interview was held with a member of the Municipal Civil Service Commission (New York City) and a member of the staff of the New Jersey Civil Service Commission was furnished with the AASW material on personnel as part of a consultation visit.
11. It was the original intention to make a comparative study of the requirements for public welfare positions if staff time was available. Suddenly it was discovered that Mrs. Florence Booth, of Wayne University, is making such a study and has gathered data from about 90 units including states and major cities and counties. One member of the sub-committee has gone over this material. It is our intention to do anything possible to aid this project.
12. At the request of the AASW the Civil Service Assembly made a detailed check-list arranged by states of all data on public welfare standards available in its files.
13. An analysis of the standards for social work positions in federal agencies is now being made by a graduate student under the direction of the chairman of the sub-committee. This should supplement the material being compiled by Mrs. Booth.
14. It is hoped to make available to interested chapters copies of the classification plan for public welfare positions in Westchester County, New York, made by Miss Margaretta Williamson for Griffenhagen Associates in 1932.

Report of Division on Personnel Standards 1937-38

By Grace Marcus, Chairman

Statement of Assignment:

The Division on Personnel Standards is appointed to consider and report on those problems of professional development which are related to the formulation and definitions of standards for social work personnel; to supply a foundation for the Association's long range policies and program in relation to the contribution of professional personnel in the development of social work; to equip the Association with information on problems of professional education, personnel selection and evaluation. The Division's work might include study and formulation of principles on such specific subjects as job analyses, classification of social work positions; problems and methods of selection of qualified personnel in public and private agencies; methods of evaluation, and development of certification. The Division is also assigned responsibility for defining the relationship of the Association and its selective membership requirements to the personnel in social work who are lacking in standard qualifications.

The Area of the Division's Operations

The abstract word "standards" in the Division's name has caused its members a great deal of difficulty. The Division has assumed all along that the AASW is concerned about standards of personnel only because it is concerned that social work services to clients be competently performed. Nevertheless in confronting a particular social work problem the Division found again and again that many competing interests were involved and that often the problem was not the AASW's alone since other groups inside and out social work had special stakes in it. Presently the Division found itself forced to assume that this or that would be a professional association's special reason for studying a problem and this or that a professional association's objective in future action about it. These reasons and objectives were not matters on which the Association had reached any written agreements, yet without more open agreement upon them who could responsibly say what the professional association is for? Finally the Division decided that someone had to begin to say what the Association's purposes might be in taking up various problems in order that, by a process of discussion, criticism and suggestion, all the members and all the groups in the Association might progressively arrive at common opinions about Association aims and work together more effectively in pursuit of those aims. This need to define the Association's

specific interests opened up one broad trail for exploration into questions about the Association itself.

Why do members become members? What reasons are they given for becoming participants in the Association's activities? What needs to be done in behalf of new members if they are to have any real opportunity to do more within the Association than pay to have their names on its membership rolls?

Unlike many Chapter committees which combine personnel standards and practices in a single jurisdiction, this general area has for administrative reasons been divided in the national organization into two parts, one that of the Division on Employment Practices, the other that of the Division on Personnel Standards. Obviously the latter Division has no monopoly on the concern with standards of personnel since it is through the selection and education of social work personnel that the whole professional organization seeks to secure for clients and other groups in the total community the assurance that social work services will be competently performed. However, the Association has only recently been drawn actively into the center of urgent problems of education, and in trying to find its way into these, the Division on Personnel Standards again found itself confronted with elementary, unanswered questions. *What is the Association's responsibility in the development of training programs and of profes-*

sional education for social work? What can the Association do for those persons in social work positions who cannot qualify for or obtain professional education? What are the fundamental objectives of professional education which must be supported by professional social workers if professional education is to have a sound growth? This trail into the complicated area of training and education for social work has been the second broad road which the Division on Personnel Standards has been following this year. A more detailed statement about the function and province of the Division as prepared for the Executive Committee is to be found in THE COMPASS for April, 1938.

A Suggested Statement of AASW Purposes

After two years' work in trying to find out what the AASW's specific relationship to one problem after another might be, the Division offered a trial statement of AASW purposes (see THE COMPASS, April, 1938) as an initial basis for critical discussions which it hoped might proceed until the membership could arrive at a working platform sufficiently acceptable to be used as representative of the purposes of the Association as a whole. It became clear to the Division that the professional purpose or function is a *special* way through which social workers may study and act together on problems which do not belong to any one field of social work, are in part outside the province of the individual operating agencies, and have to be seen in all their different local variations to be better understood. If the social work strength of one social work field is to be added to that of another and the social work experience of one locality is to be joined with that of others, the resources of the fields and the localities must be used for common purposes. The Division believes that professional purposes are in the making and can become clearer only as chapter and national groups and committees look at what they do and ask themselves why they do it in the name of the Association. Out of such activity might then come an understanding of Association aims and objectives which will make it easier for new members to find their place in the Association, for chapters to direct their work on problems in which other groups in the community are also involved, and for those who represent the Association to speak for the views of professional social work with more certainty that what they are saying is more than an individual opinion or enthusiasm.

Problems of Membership Requirements and Their Interpretation

Although the present membership requirements were voluntarily adopted by the membership as a whole after several years of membership discussion, the rapid growth of the membership since has made the reasons which moved the Association to set up an educational standard obscure to many present members. In adopting a membership standard the Association was limiting its purposes to one major aim, that of all professional organizations which, because their services demand special knowledge and skill without which competent performance is impossible, obligate themselves in behalf of clients and society as a whole to see that only those properly equipped to perform the service are allowed to render it. The problem of using membership requirements to promote rather than to defeat this social aim is difficult under any circumstances, and especially difficult for social work during a period of great expansion of social work services and a continuing lack of adequate educational facilities.

The Division's assignment pledged it to the support and development of the membership standards which the membership itself adopted but it also recognized that the membership, in questioning the nature and purpose of the existing requirements, is concerned about real problems which no professional organization could safely ignore. However, it became clear to the Division that the membership could not work on the problems which various groups in and outside the Association see until all members have more opportunity to understand the reasons for the adoption of the requirements, the difficulties which arise in administering them and the pros and cons of various conflicting proposals which are made to lower or raise them. It is within the province of the membership to change its by-laws and its purposes according to its united will and there is every reason to believe that the membership requirements should be revised but it is clear that, when various opposed groups in the Association are so concerned about the use which the Association is making of its resources and opportunities, a sound future course can be found only when all members know more about the purposes and problems of having a membership standard (see *The Need for Understanding Membership Requirements*, THE COMPASS, August, 1937).

The Division therefore has discussed ways and means by which new members might

understand why they have to qualify for admission to the Association and why the Association changed its by-laws to limit future membership to those whose possession of certain special education would enable them to work together for the improvement of the quality and quantity of social work services. As one step in orienting new members the National office has prepared a statement to go out with all applications and when a working platform of purposes is available will embody this material in a pamphlet for the same use.

Since, however, old as well as new members have lacked sufficient basis for understanding the whys and wherefores of any membership requirements as well as those now in force, the Division recommends that Chapters undertake to find out and explain to their members the connections between various Chapter activities and the Association's concern for standards of competence to govern the selection of those on whose special knowledge and judgment clients and community must depend for adequate administration of social work services. The Division believes that standards should exist for the benefit of those who need professional services and only secondarily for those who render them, and that study by the Chapters of their activities would reveal the fact that professional social workers bring up problems for discussion and for study out of real concern that inadequate services be improved and obstacles to competent performance be removed. In short, the Division believes that every valid Chapter assignment and project will be found to be engaged with the question of what is a minimum standard and that where that minimum standard is in dispute the problem of the Chapter is to make clear the need for using professional knowledge and skill.

Another source of help which the Division believes should be mobilized to assist future members to see that the professional association is something more than a device for separating the elect from the herd, lies in the professional schools of social work. Since the future of professional education for social work depends on the professional social worker's conviction that special education is essential to efficient performance in the social work job, *how may the professional school orient its students to their future responsibility as voluntary contributors to the professional program as it is carried on by the AASW? How can the professional school help to make clear the professional way, as distinct from other desirable ways that are*

open, for the professional social worker to study and promote action on unsolved problems confronting social work? How can the professional school make clear to its students the fact that future sound education depends on the work professionally united social workers do to produce the knowledge and skill which the school may then communicate to future students? The Division believes that approved schools of social work should not recruit members for the Association but rather in the ordinary course of their teaching find ways to prepare the student to understand his responsibility for using his education for development of the profession and greater understanding of the problems with which social work must cope. This role of the school is one which the Division believes certain chapters are in a position to study in cooperation with professionally interested members of school faculties.

Problems of Personnel

Certain problems of personnel involved in the creation and operation of merit systems have been matters of concern to members and groups in the Association all over the country. In relation to setting up classifications for social work jobs, specifications for them, and examinations to select personnel, it has become clear that while certain technical problems require the use of expert knowledge and skill from other fields, other problems raise questions which only the professional social workers can answer. For example: *what must be done in any particular social work job if it is to be performed with the minimum of efficiency? What kinds of general education and special training or professional education must be possessed by the different workers for adequate operation in the different classifications of jobs? What kinds of knowledge and ability in candidates should examinations try to test? What success in determining these desired qualifications has been achieved by various kinds of examinations?*

Since the need for classifications, specifications, examinations, etc., involves new thinking and experimentation on the part of social workers, the Division has tried to contribute to better understanding of problems in this complex new area by making available through THE COMPASS whatever instructive materials could be found. It has been evident, however, that various personnel data are needed for analysis and guidance. In response to this need as expressed by the Division on Government and Social Work as well as by this Division, a Sub-Committee

on Personnel Standards in Public Welfare has explored the possible activities which the Association might pursue and used the services of Mr. Lansdale in organizing and classifying personnel data and defining projects which should be undertaken (see "Public Welfare Personnel Data," THE COMPASS, May, 1938).

In-Service Training Programs

The expansion of public welfare services and the unavoidable employment for social work jobs of large numbers of untrained personnel challenges a professional organization to give whatever help it can in the setting up and operation of training programs which will equip workers to perform more efficiently their specific tasks in the agency. The Association's concern is to help its chapters and other groups use the resources of social work knowledge and experience in behalf of sound training plans, to keep clear the important difference between a useful training for more adequate performance on the particular agency job and professional education, and to assist in-service training programs to avoid mistakes and pitfalls familiar to social work in the past.

In THE COMPASS for February, 1938, is a preliminary working statement "In-Service Training for Social Work" in which Christine Robb Thompson tries to define the purposes, values, and limitations of in-service training. Discussion of this and other statements brought out various confusions which should be cleared up by further discussion in Chapter and other groups. *How can the old "apprenticeship training" be defined so that in-service training will not be confused with it? What do we mean by "staff development programs?" How does the "externship" which initiates the professionally educated social worker into the specific agency job fit into the concept of in-service training? What essential characteristics distinguish professional education from other sorts of training? If professional education is not to be confused with in-service training, should the differences between the field work training which is given students of a school of social work as part of their professional education and the regular administrative supervision which the social agency sets up for its workers be more carefully defined?*

The AASW's Concern with Professional Education

THE COMPASS for June 1937 carried a report (see Aspects of Association Activity) on

the Division's tentative proposal for one of a series of studies in the area of professional education to be conducted by the Association on the basis of a long-term, flexible, evolving plan. The Executive Committee authorized further planning of a suggested initial study which the Association might make of field work training as a distinctive part of professional education. It was recognized however that in the meantime professional social workers as they are represented by the Association would need to become clearer about the Association's responsibility for the support and development of sound professional education. *What must professional practice do to make possible the growth and extension of good education for social work? What demands are practicing social workers making on schools of social work and are these demands promoting or hampering the schools in working out their problems?*

The Individual Member's Concern with Professional Education

The Division found itself asking a further question: Why should individual social workers be interested in the problems of education, the problems of schools of social work, the course which professional education takes? This question led to a whole series of further questions. Does it matter to the individual worker in the agency whether positions in that agency are filled by those whose so-called training does not equip them to give adequate service to clients, adequate supervision to workers, adequate understanding to the problems of agency administration? Does it matter to the individual worker whether other necessary social agencies in the community employ persons equipped to see that the services of those agencies to clients are competently performed? Does it matter to the individual social worker whether presumably trained social workers coming from so-called schools of social work believe in the purposes, values and responsibilities which competent social work has developed? With the under-supply of trained workers, does it matter to the professional social worker whether those willing to undertake special education mistakenly invest their time and money in taking courses at sub-standard schools? Does it interest the conscientious worker whether new additions to knowledge and skill as they come out of advancing practice are incorporated into the education which new generations of students are getting?

Problems of Education for New or Undeveloped Fields

Many demands for extensions in professional education are being pressed upon schools of social work. If needed developments are to be sound the Division believes that various factors affecting a responsible school's capacity to set up new instruction must be taken into account. Within the field demanding special education from a school, what progress has been made in practice in producing materials for the school to use in education? Should the field first use whatever trained social workers are available to work out the functions for which personnel may then be trained? What is the demand already existent in the field for trained supervisors and executives? What progress has been made within the field in establishing proper conditions for supervision, proper salary scales, the use of full-time, employed workers, and high staff qualifications at least in terms of general education? For the particular school is it important that there exist in its area competent agencies in which school students may be trained? In short is there an essential preliminary ground work to be laid before a field can use and obtain special education adapted to its particular needs? Is it important for members and groups within the AASW to encourage concentrated effort in establishing this essential preliminary ground work for special education before asking that the special education be set up without regard to these considerations? Is one of the present dangers to social work the readiness of unequipped universities and colleges to establish instruction for social work when they lack all the necessary facilities?

Among the problems of education referred to the Division was the expressed need of certain fields for special education from schools of social work. The question arises as to what connection education for one field should have to that existing for other branches of social work. How important to the future of social work is it for all trained social workers to have certain knowledge, ideas and skill in common and to be bound together by common aims and common understanding of the values and responsibilities of social work? In *THE COMPASS* for April, 1938, under the caption "Basic Preparation for Social Work" is summarized the Division's discussion of reasons why professional education for all social workers should be fundamentally the same and should include all that which the specific fields have learned

is important to efficient social work services to individuals or groups. The Division set up its propositions as provocations to criticism and disagreement which might make possible the eventual formulation of the whole Association's position in relation to social work education.

Public Education for Social Work

The movement among State universities and land grant colleges to establish special instruction for public welfare workers has raised questions for AASW Chapters and members who are concerned that education for public welfare workers be social work education and that public welfare workers not be put into a category distinct from social workers. Upon discussion of this new movement the Division was agreed that an extension of facilities for public education for social work is not only inevitable but desirable and that the AASW should support whatever concern there might be within public institutions to develop and preserve the approved standards for social work education. It was also felt that many of the problems which the State universities and land grant colleges believe they might solve are real obstacles in the way of sufficient development of private educational resources to meet the training need. The AASW may assist in the better understanding of what constitutes sound education by explaining the reasons for and meaning of the requirements which the American Association of Schools of Social Work has adopted as binding upon its members. A positive factor in the situation is the fact that many State universities and land grant colleges recognize a responsibility to give their students training which will be recognized outside as well as inside their states and which will enable their graduates to compete on equal terms with graduates from other educational institutions. It is the opinion of the Division that this probable extension of public education for social work positions in public welfare will demand more study and discussion in Chapters and other groups of the Association of the problems, standards, and purposes both of professional education and other kinds of training.

What Is Competence?

In relation to problems in the area of personnel practices, the problem of evaluating competence was brought to the Division. It

seemed important to distinguish the question of how to evaluate competence from the question of what constitutes competent performance in a given social work job. This second question is intimately tied up with the problem presented by the necessity for examinations which should be testing the candidate's capacity for competent performance of the job for which he has applied. It is also associated with the problem of working out job specifications and qualifications. A Sub-Committee of the Division took upon itself the long-term job of gathering and examining materials from standard-setting agencies on whatever definitions of competence they have been using as the basis for staff and student evaluations. This project is still in a preliminary stage and has so far been chiefly revealing of all the different ways in which competence comes up as a matter for crucial judgments: references, promotions, setting of salary scales, defining the requirements and responsibilities of jobs, planning training objectives in schools of social work, knowing the objectives of the field work supervisor for the particular student. The material submitted indicates that within agencies much still needs to be done to describe particular jobs more exactly, to distinguish the different kinds and levels of proficiency and experience which they require and to classify these, and to define requirements for competence in terms of performance rather than in subjective terms of personality traits. The recent increase in concern about evaluations has had as its chief source the necessity for evolving methods of evaluation for use under merit systems but it is of course obvious that an equal need for more clarification of what it is which is being evaluated exists in the private agency.

The Question of Ethics

If ethics relates to the principles which should govern the relationships of the individual to others, it follows that social workers whose practice so largely deals with relationships will have more than the usual share of problems to work out in slowly evolving an acceptable code. In THE COMPASS of April, 1938, the Division raised some questions which it thought might be suggestive of areas for professional social workers to explore and in the May COMPASS is printed some recommendations on ethical relationships which have been formulated by a Committee in the Utah Chapter.

Compass References on Personnel Standards

The following selected list of further articles bearing on the area of the Division's interests is offered to enable individual members and chapters and other groups to keep track of relevant materials:

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| June 1937 | Evaluation: an important aspect of administrative process. Roberta Townsend. p. 17. |
| _____ | A study of professional education. p. 24. |
| _____ | Civil service enterprises. p. 27. |
| August 1937 | The need for understanding membership requirements. Grace F. Marcus. p. 10. |
| _____ | Professional students and the AASW. p. 11. |
| _____ | Membership in the professional association. p. 12. |
| October 1937 | Civil service testing for social work positions. Lewis Meriam. p. 3. |
| _____ | Stake of lay and professional groups in social work. Harald Lund. p. 13. |
| November 1937 | Examinations for social workers in Indiana. Leona E. Massoth. p. 13. |
| December 1937 | What is the merit system? William W. Burke. p. 10. |
| February 1938 | In-service training for social work. A working statement prepared by the AASW for discussion. Christine Robb Thompson. p. 14. |
| _____ | New committee to collect specification and examination data. p. 18. |
| March 1938 | Development of state plans for training child welfare services personnel. Hazel A. Hendricks. p. 5. |
| _____ | Report of the division of technical training. p. 7. |
| _____ | Use of federal administrative funds for paying salaries to state staff members on educational leave. p. 10. |
| _____ | Principles underlying a staff development program for a public assistance agency. p. 12. |
| April 1938 | Oral examinations in Pennsylvania. p. 3. |
| _____ | Milwaukee Chapter committee on training report. p. 8. |
| May 1938 | Children's bureau policies on training. Mary Irene Atkinson. p. 5. |
| _____ | Education for social work. Walter West. p. 13. |

Report of Committee on Chapter Organization and Programs

By Margaret W. Wagner, Chairman

THE Committee on Chapter Organization and Programs is composed of fourteen members from thirteen Chapters, most of whom have had direct personal experience in administration of chapter programs. In addition, four Executive Secretaries of chapters have met with the Committee and have contributed from their more intensive experience. The deliberations of the Committee and the findings, therefore, should represent the experiences common to chapters and voice the problems generic in the development of chapter organization, regardless of size, locality or type.

The Committee has just completed its fourth active year. It has the general assignment to study the problem of chapter administration and to advise the Executive Committee on ways in which the Association may further assist in the development of successful chapter enterprise.

A report on the Committee's work needs to be prefaced by reiteration of the basic problem as we see it. The gains made by social work pile up responsibilities on the shoulders of chapters and their officers. The gains and changes of the recent past have complicated chapter administration immensely. Chapters are being called on for important contributions to community affairs and for greatly increased activity to meet the needs which members have for participation in social work developments.

The Executive Committee has set us to work on this general problem and the Committee has found it possible to identify some of the special difficulties which stand in the way of its solution.

Particular emphasis is placed by the Committee on the need to have the membership understand the purpose and function of the Association. Uncertainty as to function appears to be the cause of great difficulties in many chapters in organizing activities and enlisting the participation of the membership.

Another apparent problem was seen in the fact that Chairmen elected each year accept the post, comparable to an agency executive job, frequently without sufficient preparation or information as to what is expected of them. Inadequate chapter financing permits

no secretarial help, or no appropriate place of business, so that the responsibilities of this office, so important to the development of social work in each community, must be executed on a purely voluntary basis in the great majority of chapters. Records of previous chapter activity and program may or may not be available. Accumulated reports may be dragged out from under a former chairman's bed and delivered to a successor, undigested and unsorted in a hat box. An old file with a bottom drawer that sticks is a familiar graveyard of earlier chapter achievements in some localities so that the newly elected chairman, under pressure of his own job, finds the past closed to him because of its heterogeneous bulk. Chapter administration is a full sized job, but officers are frequently struggling with primitive methods, with loss of continuity between administrations and consequent loss of important efforts.

Many chapter ills are traceable to early organization forms which grew up when chapters were small and have persisted. In small groups program needs could be served by monthly meetings. Under their many handicaps, many chapters have not been able to add the necessary program features for dealing with the much more complicated demands now coming from their memberships. Inadequate method is put down as another problem of chapter administration.

It is only a short distance from the above conclusions to the further conclusion that many of the chapters need larger incomes. Some of them in recent years have taken steps, backed by the Association's present dues plan, to finance regular staff and special projects. The great range in the size of chapters, and other differences, in addition to varying stages of development, calls for a flexible plan, such as we now have, to meet varying needs.

The study and formulation of these problems has undoubtedly been a gain for the Association, and will, we feel sure, point up the efforts of the whole organization to bring about more productive chapter programs. Specific activities of the Committee have been directed towards providing facilities to simplify the problems which beset chapters.

With the aid of the staff of the Association, the Committee has worked out the plan for a handbook for chapter chairmen, which it is hoped will be a readily available resource of information about the Association. Chapter officers who have been consulted have given the Committee hearty assurance of its value to them. It is planned as a means for providing each chapter administrator with an accessible collection of data about policies and procedures of the Association, in a form which may be added to as new material is available. In this form the Handbook need not be delayed until the collection of material is complete or final. The first issue of material is expected this month.

The Committee is also working on the collection of data about problems of chapter administration, and has prepared a questionnaire which it is sending to chapters this month asking for information which we are confident will render more particular evidence on the problems which chapters are facing, and which may disclose ways in which the Association's efforts to help in the promotion of chapter programs may be made more effective.

A part of the Committee's assignment, reinforced by a special request from the Executive Committee during the year, is to suggest standards which the Executive Committee may use in passing on applications for new chapters. The increasing structural importance put on chapters in late years by the dues plan, and their part in the Delegate Conference, have led to questions about the policies of the Association in relation to such admissions, and also as to whether or not some standards should be set for the maintenance of chapter status. The questionnaire referred to above, it is hoped may yield useful information bearing on these points.

Last year the Committee sent a letter to a large number of non-chapter members in some of the states, seeking information which might assist the Association in planning services of benefit to those who are not in the range of chapter participation. Material from the national office was requested by a number of our correspondents, and has been supplied. A report on the letters received by the Committee was prepared by Miss Agnes McCreery, of Iowa City, and appeared in the February 1938 COMPASS.

The Committee has also asked the national office to provide Committee members with summaries of information in that office, from chapter minutes and correspondence, bearing on chapter programs and on administrative problems which are reported.

A year ago the Executive Committee, recognizing that the problem of revenues for the Association was closely bound up with the financial needs of the chapters, made a combination of assignments and gave to this Committee the responsibility for studying and advising on revenue problems and policies. Certain special requests, coming to the Executive Committee for grants of funds to chapters, were, after immediate action was taken, also referred to this Committee. The Committee discussed the chapter financial problem at each of its three two-day meetings and sent a report on April 23, 1938 to the Executive Committee for its action. A supplemental report, dealing with the specific requests and the issues which they raised was also submitted. These reports were approved, at the May meeting of the Executive Committee and will, we assume, be circulated as a result. The Executive Committee has also asked this Committee to continue its study of the financial problems of chapters.

The Committee's report on finances contained three resolutions. The first stated that requests from chapters for financial aid were indicative of healthy growth and the assumption of increasing professional responsibility which had been developed in part by an effective program of the national office; and pointed out that the active chapter programs are of greatest importance to the effectiveness of the Association and therefore chapters must be strengthened, but to accomplish this the national program must not be curtailed.

Second, it recognized the various problems presented by chapters in increasing income through dues because of variety of size and type, but approved the present flexible basis which leaves to the chapter the responsibility for meeting its own obligations stimulated by the whole Association, but that the chapter itself should attempt to meet the growing obligation for chapter activity.

Third, it was apparent that there might be times when a chapter would be faced with a problem of national significance of such importance that it might be proper for the Executive Committee to appropriate funds or provide services from its national office to a chapter if resources could be made available.

The Committee recognized that the development of chapter programs is essential to the increasing effectiveness of the Association. It is there that concepts, developed in one part of the Association, are put into practice and become vital and effective in other parts. The national Association is seen

to play a necessary part in the development of chapters through its channels of communication. The opportunity to utilize and profit by Association material depends upon channels which in turn the chapter can provide for its members. This requires a high degree of organization and competent management and administration. The Committee accepted the premise that chapter activity has meaning and value because it represents locally the characteristics of the professional organization; also that the underlying thesis was that the Association must be strengthened simultaneously with the development of chapter organization. More often than the need for more chapter funds, is heard the appeal for more of the services which the national Association has been building up, and which are a vital part of the assets and resources which chapters count on.

We might further summarize our conclusions by the following needs for chapter initiative and for assistance with their problems by the Association:

To increase chapter revenue through the initiative of the chapters and develop resources within themselves through the acceptance of professional responsibility by the membership.

To develop more competent administration through continuity in office and selection of competent and energetic leadership.

To develop more comprehensive use of the Delegate Conference, of THE COMPASS, bulletins, national committees, and other means of interchange throughout the Association as added resources for the chapters, and to participate actively as a unit in the national Association.

To increase participation of membership.

To initiate programs more related to professional endeavor as it may be defined by the AASW.

Chapters need support and encouragement from the national office, expressed concretely through:

Encouragement to chapters to increase chapter revenue.

Continued service in collection of chapter and national dues on the present flexible basis.

Assistance to chapters through special services or grants when possible, and when they are engaging in activities of special nationwide significance.

Increased field service.

Encouragement and leadership in stimulating regional conferences as a means to promote the professional movement. Encouragement of more effective leadership through the development of the Chapter Handbook. The development of a comprehensive statement of purpose and function of the AASW.

The development of a statement on standards for chapters to be used as a criteria for acceptance of new chapters and continuation of old.

Further study and attention to the needs and method of serving non-chapter areas.

Continuous study of chapter needs and development through the Committee on Chapter Organization and Program, which committee should be sensitive to the difficulties presented and recognize in negative expressions of discontent and frustration a positive element, indicative of growth, as dynamic leadership within the chapter emerges and assumes responsibility for professional development.

The following resolutions from a special report of the Committee on Chapter Organization and Programs on Chapter Budgets, were submitted to the Executive Committee. Executive Committee action is indicated herewith:

By the Committee

That WHEREAS the development of active chapter programs is of greatest importance to the achievement of greater effectiveness and influence of the Association; and

WHEREAS the Committee believes that the request from chapters for financial aid from National office indicates a healthy growth within the chapters in seeing their professional responsibility, and believes that this growth is due in large part to the skill of the National staff and of the National committees in gathering from the places

where social work is actually in practice concepts and material which they have examined and developed into a National program; and

WHEREAS the Committee believes that this strengthening of chapters by National program must continue or should increase;

BE IT RESOLVED that this Committee recommend no curtailment of the National program.

WHEREAS the financial need is directly affected by the size of chapters which may vary from 10 to 1268 members;

WHEREAS areas covered by chapters may determine programs—some being large local chapters, others small and local, some state-wide, and others widely scattered;

WHEREAS differences in leadership, difference in acceptance of professional responsibility, difference in professional function of a chapter, affect directly financial need;

WHEREAS the present by-laws provide that chapter dues may be increased in the discretion of each chapter, and that the full support of the whole Association is placed behind chapter initiative to secure adequate revenues, by the present plan of dues collection;

BE IT RESOLVED THEREFORE that the Committee believes that plans for financing chapters should be left on a flexible basis, and recommends to the Executive Committee that responsibility for the financing of chapter programs should remain with individual chapters; and

BE IT FURTHER RESOLVED that the Committee recommend the continuance of the present plan of chapter-national cooperation in connection with the need by chapters for increased revenues to meet the growing obligation for chapter activities;

THAT the Committee on Chapter Organization and Programs recommend to the Executive Committee that projects and programs of chapter origin may often be of significance to the whole program of the Association, and therefore should be assisted either by services or by funds within the discretion of the Executive Committee when resources can be made available for such uses.

Executive Committee Action

MOTION by Mr. Greenstein, seconded by Miss Feder, That the Executive Committee adopt the resolutions as recommended by the Committee on Chapter Organization and Programs and that it be noted that these resolutions embody the Executive Committee's recommendations as to Resolution No. 6 of the Special Committee on Structure and Participation.

CARRIED

The following specific requests from chapters are from a special supplementary report of the Committee on Chapter Organization and Programs. Executive Committee action is indicated herewith:

Special Chapter Requests

The chairman of the Committee on Chapter Organization and Programs reported on the following two specific requests from chapters:

From the Los Angeles County Chapter

WHEREAS the program conducted by the Los Angeles County Chapter of the American Association of Social Workers in its efforts to provide professional participation has undertaken activities which require financing greater than the income, and which are inherent in any organization consisting of approximately 500 members;

THEREFORE BE IT RESOLVED that the National American Association of Social Workers be advised that the Los Angeles County Chapter of the American Association of Social Workers considers it imperative that there be a remission to the Chapter of half the total amount now paid for membership dues, i.e. \$4.00 per member instead of \$2.00 now remitted.

From the Chicago Chapter

WHEREAS a major weakness in the program of the AASW, at present is the inadequate development of local chapter services and activities;

BE IT RESOLVED THEREFORE that the National Executive Committee be instructed to set aside for the next succeeding fiscal year and for each fiscal year thereafter an amount equal to one-sixth of the total revenue received from national dues in a fund for the more effective development of chapter organization and activities;

BE IT FURTHER RESOLVED that any part of this fund remaining unspent at the end of any fiscal year shall not revert to the general fund but shall serve to augment the fund for chapter development in the succeeding year; and,

BE IT FURTHER RESOLVED that the National Executive Committee shall allocate these funds to chapters on the basis of regulations adopted by the National Executive Committee, these regulations to include among others the following requirements:

1. Not more than one-sixth of the total amount paid in national dues by the chapters during the last preceding fiscal year shall be granted to any one chapter during any one fiscal year except that this regulation shall not apply to any unspent balance remaining from the preceding year;
2. Grants to be made only to chapters that match the national grant dollar for dollar;
3. Priority in the granting of funds to chapters to be based upon the merits of the local program.

By the Committee

WHEREAS the Committee agreed fully with the promise that important advancement in the program of professional development depends on securing of larger revenues for chapter activities; but

WHEREAS the Committee notes the successful efforts made by several chapters under the encouragement and support of the whole Association to secure additional revenue through increasing chapter dues to meet the needs of a developing program, and urges that recognition be given such methods of creating greater professional activity and effectiveness;

IT IS RESOLVED that the full budget of the Association be devoted to the development of as vigorous a program of professional activity as the Executive Committee can plan and carry out and that this Committee, therefore, recommends the rejection of proposals that one-sixth or any part thereof of the national budget be segregated or withheld from application to the national program.

Executive Committee Action

MOTION by Miss Kahn, seconded by Mr. Tufts, That the Executive Committee present to the Delegate Conference the requests from the Chicago Chapter and from the Los Angeles County Chapter along with the supplementary report of the Committee on Chapter Organization and Programs to which these requests were properly referred for discussion; and that the Executive Committee recommend to

the Delegate Conference that it not take favorable action on these proposals as they are not practical at this time on the basis of present income, and that the Executive Committee further recommend that the Delegate Conference should stimulate further discussion of these proposals by the membership and chapters in connection with data about the budget and the report of the Committee on Structure and Participation; provided that the Executive Committee would meanwhile consider at any time specific proposals, as indicated in the recommendations of the Committee on Chapter Organization and Programs in which the Executive Committee concurs. **CARRIED**

MOTION by Miss Marcus, seconded by Mr. Tufts, That the Executive Committee accept the Supplementary Report on Special Chapter Requests with appreciation and that it request the Committee on Chapter Organization and Programs to continue its study of national and local financing in the light of any additional material which may be forthcoming. **CARRIED**

Professional Standards and Membership Requirements

The following is an abstract of the notes used by Florence Sytz in leading a discussion at the Southeastern Inter-Chapter Conference at Montgomery, Alabama, May 1, 1938.

General Statement

Flexner in his interpretation of the professions states that they "involve essentially intellectual operations with large individual responsibility; they derive their raw material from science and learning; this material they work up to a practical and definite end; they possess an educationally communicable technique; they tend to self organization; they are becoming increasingly altruistic in motivation." Carr-Saunders and Wilson tell us that "it has emerged that special competence, acquired as the result of intellectual training is the chief distinguishing feature of the professions," and Tawney says that a profession is an organization for the performance of function, that it assumes certain responsibilities for the competence of its members, that it has standards.¹ The history of the rise and

growth of professions in Great Britain and in the United States indicates that the main feature of the movement has been the abandonment of apprenticeship training, and the acceptance of institutional or university education as preparation for professional responsibilities.

If today we find individuals both within and without our professional association questioning our educational basis for membership, we need not be surprised or unduly alarmed as both the professions of medicine and law are still troubled by the "quack" and by the individual who in certain states is permitted to practice law if he passes the bar examination even though he has had none of the basic educational preparation for his profession.² This in spite of the fact that the first medical professorship in the American colonies was established at Benjamin Franklin's College of Philadelphia in 1765, and that the American Medical Association has been in existence since 1847; that the earliest degree-conferring law school was established at the College of William and Mary in 1779 and that the American Bar Association was organized in 1878. In this connection it is interesting to recall that the first school of social work was not established

¹ See Abraham Flexner, "Is Social Work a Profession?", *Conference of Charities and Correction*, 1915, p. 581; Carr-Saunders and P. A. Wilson, *The Professions*, (1933); Richard H. Tawney, *The Acquisitive Society*, (1928).

² See Alfred Z. Reed, "Legal Education," *The Carnegie Foundation for the Advancement of Teaching*, (1934).

until 1898, and that the American Association of Social Workers was not organized until 1921.

Section Six

While we may gain from this historical fragment a certain amount of comfort and understanding of the lack of conviction regarding the educational basis for membership in our organization, the fact remains that *any* lack of conviction calls for increased and more effective interpretation of our membership standard. An example of a certain lack of conviction regarding the educational requirements was indicated in 1929, for in this year, "when the Association took the step which made a certain amount of professional education an essential qualification for membership, it recognized the possibility that there might be exceptions for which special provision should be made." The recognition of this possibility is embodied in Section 6: "The executive committee may in exceptional circumstances elect to membership persons who do not technically meet the requirements specified above." The determination of eligibility under such a section creates difficult problems that at the present time are being dealt with by a subcommittee of the National Membership Committee.

I would raise the question as to whether the time has not come for the Chapters to discuss the matter of the retention or abolition of Section 6? If you agree that Chapter discussion is feasible, then I am suggesting that the Subcommittee on Section 6 prepare a memorandum covering the administration of the section, the problems involved, and the arguments for and against the abolition of this section in our membership requirements. It might be well for the National Membership Committee to prepare a primer on membership—such a primer to discuss the reason for each requirement for A.A.S.W. membership.

Technical Requirements

The membership requirements contain such phrases as "an approved college"; "an approved school of social work," and "an approved agency." The definition of "approved" when applied to a school of social work, or to an agency has raised numerous difficulties for the Subcommittee on Technical Requirements. Courses in schools not accredited by the American Association of Schools of Social Work have been approved by this subcommittee on the ground that

the "existing member schools could not meet geographical and numerical demands, that good new schools might be developing with the intention of qualifying for admission to the American Association of Schools of Social Work but which would be unable to get students if no professional credit could be received during the two year waiting period necessary before a school can be admitted to the American Association of Schools of Social Work."¹ If we would question these reasons we would do so in order to be able to suggest to the Subcommittee on Technical Requirements that it consider re-examining the present factual basis for its present assumptions in order that it may not proceed through a desperate sense of immediacy to a fragmented attack on the important issues presented to it. Again, perhaps we are inclined to wish to experiment with educational programs outside the curricula approved by the American Association of Schools of Social Work, both because of our recent acceptance of professional education and because of our many questions concerning the content and importance of that education.

I am reminded of the student who wanted to learn in two semesters the meaning of human behavior. To this student the only courses in a school curriculum worth her time and attention were the courses in case work and psychiatry; for the rest of the curriculum she would substitute courses in anthropology, sociology and psychology, ad infinitum. Back in 1841 a gentleman by the name of Polson was writing about the law and lawyers. On the matter of the "sort of education best calculated for the bar student" . . . he observes that Mr. Chitty advises the student "to fill his leisure hours with the study of anatomy, physiology, pathology, surgery, chemistry, medical jurisprudence and police. . . . All lawyers should study mankind, so as to be able to detect, under every semblance, the exact character of every individual with whom he has to have transactions in business. In Williams' *Study and Practice of the Law* a still more extensive course is recommended." And then the author ends his discussion of education by adding, "Anyone who should venture to pursue the line of study laid down in such works, would find but little time left for the study of the law." In using this illustration I

¹ Minutes of the Meeting of the Subcommittee on Technical Requirements of the National Membership Committee, December 30, 1937.

Distribution of AASW Expenditures by Type of Service and Activity ***(Based on 1938 Budget Estimate)***

The pictorial chart on page 29 indicates the distribution of the 1938 Budget Estimate by the type of service or activity under four main headings:

1. Administration
2. Service to Chapters
3. Subject Areas
4. Interpretation

Expenditures for salaries, office expense, staff and committee travel, conferences, etc., have been broken down and divided between these functions in accordance with the proportion of each which is chargeable to the various functions. Following is a description of the categories of staff work and office expenses indicated by the pictorial chart on page 29.

ADMINISTRATION (38% of total budget)

Under the heading *Administration* are those costs of operating an office which fall under three separate functions: 1. Executive; 2. Operation of Membership Department; and 3. The routines necessary for the collection and accounting for the income of the Association (dues).

Executive 22%—Under *Executive* are those costs which can be allocated to executive planning and management, work with the Executive, Ad Interim and Committee on Structure.

Membership 12%—Under *Membership* are those costs of accepting and evaluating applications for membership, reinstatement and the routines necessary to keep membership lists up to date. One-half of the cost of the National Membership Committee is charged to this department, together with such costs as postage, printing, etc., of membership material.

Collection of Dues 4%—Under this heading are all of those costs which are attendant upon the billing, collection, accounting and reporting of income which involve postage, correspondence, staff time and records.

SERVICE TO CHAPTERS (15% of total budget)

Under the heading *Service to Chapters* are those costs in connection with the Committee on Chapter Organization and Programs, staff time, mimeographing, staff and committee travel, postage, correspondence, field visits, routine reports to chapters, preparation of annual chapter membership

lists, monthly change of address sheets, monthly cash sheets, monthly new member sheets, quarterly delinquent lists, monthly reports on resignations, transfers, etc.

SUBJECT AREAS (19% of total budget)

Under *Subject Areas* are those costs and charges pertaining to the three divisions: Government and Social Work, Personnel Standards, and Employment Practices.

Government and Social Work 6%—Under *Government and Social Work* the proportion of staff time devoted to this branch of activity is charged, together with mimeographing and printing costs, staff and committee travel to meetings, surveys made under the auspices of the division, postage, correspondence, collection and dissemination of data and one-half the cost of the Personnel Project undertaken this year.

Personnel Standards 8%—Under *Personnel Standards* there are the costs of staff time, printing and mimeographing of division material, correspondence, one-half of the cost of the work of the National Membership Committee, the work of the Sub-Committee on Technical Requirements, the work of the Sub-Committee on Section Six, one-half of the cost of the Personnel Project (the other half being allocated to the Division on Government and Social Work).

Employment Practices 5%—Under *Employment Practices* are such costs as can be properly charged to the activity of this division such as staff time, mimeographing or printing of division material, staff and committee travel costs in connection with meetings, postage and correspondence.

INTERPRETATION (28% of total budget)

Under the general head of *Interpretation*, costs and charges have been distributed between THE COMPASS, General Publicity and Conferences.

Compass 11%—Under *The Compass* are a share of the salaries of staff members working on THE COMPASS and printing, wrapping and mailing costs connected with its publication and distribution.

General Publicity 8%—Under *General Publicity* are the costs in connection with

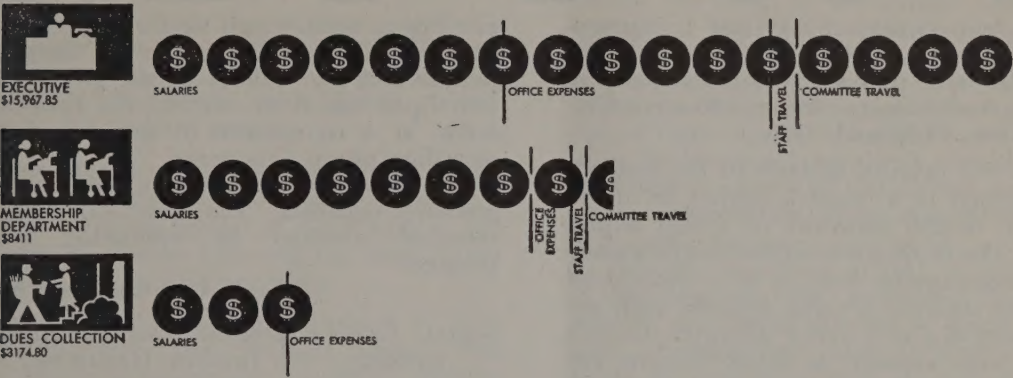
(Continued on Page 31)

How the National Dues-Dollar Is Spent! No. 2

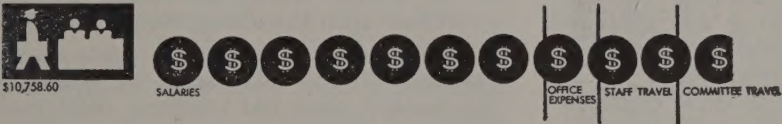
EXPENDITURES, BY SERVICE AND ACTIVITY

(BASED ON 1938 BUDGET ESTIMATE)

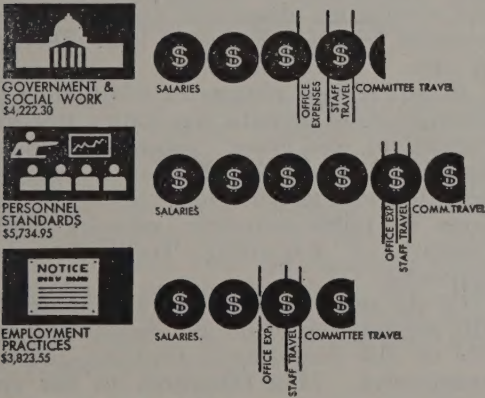
ADMINISTRATION



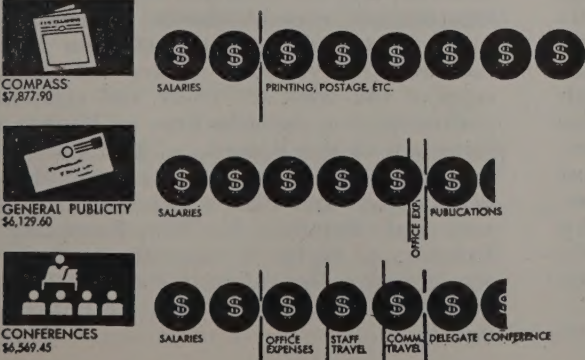
SERVICE TO CHAPTERS



SUBJECT AREAS



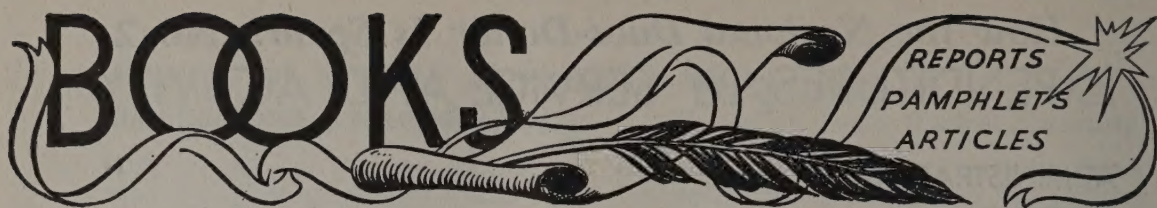
INTERPRETATION



Each symbol represents \$1000 of a total of \$72,770

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BOOKS



GROUP ADJUSTMENT. By Wilber I. Newstetter, Marc J. Feldstein and Theodore M. Newcomb, published by the School of Applied Sciences, Western Reserve University, Cleveland, Ohio.

Here is a detailed account of the methods and findings of a research project set up to measure certain elements of group adjustment. The project was carried out in a camp of 30 boys ranging from 12 to 14 years, over a period covering 8 camp sessions, each session being of 4 to 5 weeks' duration. Certain factors were assumed as being common elements in groups, such as physical proximity of its members, a "we feeling" or bond, and interaction among those making up the group. Through interviewing and observational techniques the project staff was able to measure certain social phenomena which indicated the extent to which these elements were present. Much is given over to a description of a research method and a statistical compilation of the results of the project. This description, along with copies of schedules and forms used in recording data, should be exceedingly helpful to others attempting research in this field.

In addition to the chapters on method, the authors have included an opening chapter on "Group Work and Its Problems" and closing chapters giving "Summary and Conclusions" of the study and the "Implications (of the study) for Group Work." These chapters add considerably to the value of this book for the practicing group worker because of their clear definition of terms and their skillful interpretation of the results of the study in terms of everyday group work experience.

In a number of ways this has real significance in the present development of group work. It is widely recognized today that the group work field seriously lacks a fundamental body of knowledge based on scientific research. This report represents a commendable effort in that direction. It is also significant because the findings establish certain common elements in groups which must be present in any group if it is to survive. This knowledge is of value to the group workers if, by means of leadership, certain social objectives are to be achieved through the group process.

The book has further significance in re-

mindings us again that if we are to accumulate scientific data regarding group life, the group process and the validity of the group work techniques which we employ, the field must arrive at a recognition of the necessity of recording group experience.

The final chapter contains excellent suggestions regarding the practical use of recorded material in evaluating group progress.

RUTH VAN VOORHIS KIRK

SOCIAL CASE RECORDING (*Second Edition, Revised*). By Gordon Hamilton. Pp. x+219. \$2.50. Published: May 27, 1938 (Publications of the New York School of Social Work), Columbia University Press, 2960 Broadway, New York City.

This book is devoted to a study of social case recording in relation to the problems of the present time and concerns itself mainly with a presentation from generic practice. It covers the topics of general format and structure of case records, chronological entries and summaries, diagnostic and evaluational material, letters and reports, and differences in style.

In this revised edition, in addition to new illustrations of periodic summaries, treatment evaluations, and group "process," Chapter 9, Recording in Public Assistance, has been rewritten to conform more closely to conditions in public-assistance agencies, and a Glossary of Recording Terms has been appended.

Of the original edition, *The Family* said: "Its presentation of the philosophy and practice of case recording is concrete, practical, imaginative. Miss Hamilton, in her clear-cut, vivid style, in her choice of illustrative material, and her emphasis on flexibility and imagination, exemplifies the principles she suggests as basic to the usefulness of case records. Every social worker will want a copy of the book for study and reference."

Contents: 1. Introduction; 2. Format and Structure of the Record; 3. The Chronological Entry and the Summary; 4. Interpretation or Diagnosis and Plan of Treatment; 5. Letters and Reports; 6. The Recording of Process; 7. Style; 8. Special Problems in Recording; 9. Recording in Public Assistance; 10. Conclusion; Glossary; Bibliography; Index.

New Books Received

THE RIGHT TO WORK. By Nels Anderson, director, Section on Labor Relations, WPA. Modern Age Books, 155 East 44th Street, New York. Pp. 152, paper cover. 50 cents.

The author from the vantage point of a participant in the federal works program deals "with public work as an antidote for idleness." Illustrated with action photographs and picture graphs.

HELEN KELLER'S JOURNAL. Doubleday, Doran & Co. New York. Pp. 308. \$2.50.

The inspiring record of Miss Keller's life during the months following the death of her "teacher," Ann Sullivan Macy.

YOUTH IN THE TOILS. By Leonard V. Harrison and Pryor McNeill Grant. The Macmillan Company, 50 Fifth Avenue, New York. Pp. 167. \$1.50.

A study made under the auspices of the Delinquency Committee of the Boys' Bureau.

AMERICAN FOUNDATIONS FOR SOCIAL WELFARE. Compiled by Russell Sage Foundation Library (Bertha F. Hulseman, librarian). Pp. 66. Price 50 cents.

A revised edition of a valuable directory of 157 foundations and 31 community trusts classified by their principal interests.

PAMPHLETS

PREPARATION OF VALID STATISTICS OF THE COST OF RELIEF ADMINISTRATION. By Ann E. Geddes. One of a series of pamphlets published by the Joint Committee on Relief Statistics under the editorship of Ralph G. Hurlin. Copies 10 cents each from the American Public Welfare Association, 1313 East 60th Street, Chicago, or the American Statistical Association, 72 Woodward Bldg., Washington, D. C.

Professional Standards and Membership Requirements

(Continued from Page 27)

I am not trying indirectly to gain your non-questioning approval for the curricula in the accredited schools of social work, or to lead you to believe that the courses outside member schools accepted by the Subcommittee on Technical Requirements are below standard. I am simply reminding you of the divergence of opinion on this matter of what constitutes education for social work that ex-

ists within our own profession. It is not surprising that we are critical of and dissatisfied with our present schools, courses, and teaching methods. If the President of the Section on Legal Education and Admission to the Bar of the American Bar Association can state in his annual address in 1937 that, "the fact remains . . . that legal education persists in the U. S. as one of the most extraordinary mixtures of methods, one of the most extraordinary collection of varieties, of types of school and of education, that it is possible to achieve,"¹ we should not be surprised if schools of social work have not, as yet, achieved an educational utopia.

It might be interesting for us to consider the possible usefulness of such a publication as the American Bar Association publishes, namely, an Annual Review of Legal Education. Perhaps one issue of *THE COMPASS* might be devoted to such an annual review of professional education for social work. This would make it possible to bring before the members of the American Association of Social Workers an article on some aspect of professional education, as well as reports from the National Membership Committee and the two subcommittees, along with a list of the schools accredited by the American Association of Schools of Social Work, and the courses and institutions accepted by the Subcommittee on Technical Requirements. In time we may be able to add a list of the non-accredited courses.

Distribution of AASW Expenditures

(Continued from Page 28)

all other publications, printing, mimeographing and mailing of interpretive material, charges in connection with the informational service, correspondence, staff conferences, planning, attendance at meetings and all other charges connected with public relations not specifically assigned to other divisions.

Conferences 9%—Costs of the Delegate Conference and other conferences are included under the sub-heading *Conferences* and include costs in connection with attendance and booth displays at the National Conference of Social Work, Regional Conferences, staff and committee expense of the Committee on Conferences such as postage, printing, mimeographing, etc.

¹ *The American Law School Review*, December 1937.

Useful as General Introduction to the Field—*The Book List*

Permanent Value for Student of Social Work—*Technical Literature*

Masterly Summary—*Penna. Social Work*

Fine Discussion of Social Values—*Public Welfare Journal*

Three Books

THAT MAKE A SOCIAL WORK BOOKSHELF!

Excellent Collection of Papers—*Public Welfare Journal*

Rounded Picture of Relief Situation—*Survey*

One of Greatest Book Bargains in Social Work History—*Social Service Review*

→ This Business of Relief

Proceedings of the 1936 Delegate Conference

Offers Important Material

Reliable and Concise Piece of Research—*Red Cross Courier*

Social Work Book of the Month, November, 1937

→ Unemployment and its Treatment in the United States

Report to 1937 International Conference of Social Work

Always Worth While—*Public Welfare News*

Poses Challenging Questions—*The Family*

→ Four Papers on Professional Function

Prepared for and Delivered at 1937 Delegate Conference

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